



Jefferson County, West Virginia
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Office of Planning and Zoning
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2022 MEETING SCHEDULE

JEFFERSON COUNTY BOARD OF ZONING APPEALS

Board of Zoning Appeals meetings are held in the Old Charles Town Library Meeting Room located at 200 East Washington Street, at the side entrance on Samuel Street at 2:00 p.m.

| <u>Submission Deadlines</u> | <u>Newspaper/Placard Posting</u> | <u>Scheduled Meetings</u> |
|-----------------------------|----------------------------------|------------------------------|
| Monday, January 3, 2022 | Wednesday, January 12, 2022 | Thursday, January 27, 2022 |
| Monday, January 31, 2022 | Wednesday, February 9, 2022 | Thursday, February 24, 2022 |
| Monday, February 28, 2022 | Wednesday, March 9, 2022 | Thursday, March 24, 2022 |
| Monday, April 4, 2022 | Wednesday, April 13, 2022 | Thursday, April 28, 2022 |
| Monday, May 2, 2022 | Wednesday, May 11, 2022 | Thursday, May 26, 2022 |
| Tuesday, May 31, 2022 | Wednesday, June 8, 2022 | Thursday, June 23, 2022 |
| Tuesday, July 5, 2022 | Wednesday, July 13, 2022 | Thursday, July 28, 2022 |
| Monday, August 1, 2022 | Wednesday, August 10, 2022 | Thursday, August 25, 2022 |
| Monday, August 29, 2022 | Wednesday, September 7, 2022 | Thursday, September 22, 2022 |
| Monday, October 3, 2022 | Wednesday, October 12, 2022 | Thursday, October 27, 2022 |
| Monday, October 17, 2022 | Wednesday, October 26, 2022 | Thursday, November 10, 2022* |
| Monday, November 14, 2022 | Wednesday, November 23, 2022 | Thursday, December 8, 2022* |

*Meeting dates have been modified in observance of the Thanksgiving and Christmas Holidays.

The required zoning variance request form signed by the legal property owner, supporting documentation and applicable fees must be submitted to the office by close of business on the Submission Deadline date in order for the request to be sufficiently review and noticed in the Spirit of Jefferson. For all other applications please contact the office for the Submission Deadline date.

Changes in the time or location of the meeting shall be noticed on the County's website at www.jeffersoncountywv.org.
Note: if the President of the County Commission or the Chair of the Board of Zoning Appeals determines that weather conditions make travel unsafe for the public, County offices may close and/or the Board of Zoning Appeals meeting may be cancelled. Please check the County's website for possible meeting updates during inclement weather.

Agenda items that have been deferred due to a cancellation will be rescheduled. Per the Board's Rule of Procedure, no additional newspaper notice shall be given. All signs must remain posted on the respective properties until the rescheduled meeting date. Please call the office or check the County's website for the rescheduled meeting date.